

MANN-HURLEY SCHOLARSHIP REGULATIONS

I. PURPOSE OF THE MANN-HURLEY SCHOLARSHIP

The purpose of the MANN-HURLEY Scholarship is to provide financial assistance to qualified females who are interested in obtaining or furthering their college education and who have need of financial assistance.

This Scholarship is in memory of Arnold Curtis Mann and his Mother-in-law, Lourainey Hurley, both Morgan County, Kentucky natives.

Each placed high value on education and helping the less fortunate become better prepared to give of their abilities to improve family living, their community, and the society in which they lived. Life's disappointment most often discussed, by both, throughout their lifetime was that neither had opportunity to attain the educational level they desired.

Family and friends have made possible the MANN-HURLEY scholarship that their desire for educational attainment may be realized through others. The scholarship is administered through their home town church, the Christian Church, West Liberty, Kentucky.

II. QUALIFICATIONS

A high school graduate applying for the MANN-HURLEY college scholarship should have a high school academic standing at a sufficiently high level (preferably "B" average or better - a 3.0 standing on a 4.0 grading scale), to permit success in the area of education the applicant plans to pursue.

To receive second semester scholarship funds, the undergraduate level recipient should have maintained at least a "C" standing, (a 2.0 average on a 4.0 grading scale), during the first semester of study in college.

Applicants who have completed one or more years of college must have at least a "C" average (2.0 standing on a 4.0 scale) at the college level; however, a "B" or better is preferable.

Graduate level recipients pursuing a Masters degree or doctorate degree must have at least a "B" standing (3.0 on a 4.0 scale) on the undergraduate college degree level, and must maintain this grade standing level for continued scholarship support.

The applicant may be planning to enter college:

- . at the college under graduate level;
- . at the masters degree level; or
- . at the doctorate degree level.

Preference will be given to freshmen at the undergraduate level of college, or to the undergraduate scholarship recipient who meets qualifications and re-applies for the scholarship.

There are no restrictions by geographic area, but preference will be given residents of Morgan County and Eastern Kentucky.

Scholarship recipients may re-apply annually for the scholarship, however, four years is the maximum any one student may receive the scholarship.

The application for the scholarship must be received prior to the deadline date for receiving applications.

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III. ADMINISTRATION OF THE MANN-HURLEY SCHOLARSHIP FUND

The MANN-HURLEY Scholarship fund, established through the Christian Church, West Liberty, Kentucky, will be administered by a scholarship committee.

The scholarship fund is to be kept in a high interest bearing account at a federally insured financial institution and maintained at the highest interest rates available.

Only the interest will be used to fund the scholarship(s) granted. The principal will remain intact. Contributions to the scholarship fund will be added to the principal unless designated otherwise by the contributor.

A scholarship will be available each year that a minimum of \$500.00 (in excess of the principal) has accrued in the scholarship fund.

The pastor of the Christian Church, West Liberty, Kentucky, or person so designated by the church board is the church's major contact person for receiving scholarship contributions and scholarship applications.

Checks may be made payable to: The Christian Church: MANN-HURLEY Scholarship Fund.

The scholarship is a gift, not a loan.

The scholarship fund is administered by a scholarship committee.

A. SCHOLARSHIP COMMITTEE COMPOSITION

The scholarship committee will be composed of:

1. two (2) representatives of the Mann and Hurley family, Opal Hurley Mann and Patricia Mann Ganter, or representation appointed by them;
2. the pastor of the Christian Church, West Liberty, Kentucky;
3. two (2) representatives of the Christian Church, West Liberty, Kentucky, appointed by the Christian Church Board of Officers (possibly one to serve as chairperson of the scholarship committee and the other to serve as secretary-treasurer of the committee);
4. a representative of the Morgan County professional Extension staff (an Extension agent who works county-wide with the youth and parents); and
5. the principal of the Morgan County High School or designee to serve as resource person, to the committee as needed, but a non-voting member of the committee..

B. SCHOLARSHIP COMMITTEE RESPONSIBILITIES AND FUNCTIONS

1. The responsibilities of the Chairperson of the MANN-HURLEY Scholarship Committee include:
 - a. scheduling needed meetings on dates convenient for members;
 - b. contacting members in person, by phone or mail concerning meeting times;
 - c. chairing meetings of the committee;

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B. SCHOLARSHIP COMMITTEE RESPONSIBILITIES AND FUNCTIONS (continued)

- d. appointing a member of the committee to keep minutes if the secretary is not present;
- e. keeping committee members informed, including sending a copy of the minutes to any member not present at meetings;
- f. guiding the committee in;

(1). developing guidelines for judging scholarship applications.

(2). determining and communicating the deadline date for applications.

(3). preparing a scholarship application form and instructions for potential scholarship applicants.

(4). notifying Eastern Kentucky high schools and colleges concerning scholarship availability as well as providing them with scholarship applications in a timely fashion; (perhaps develop and print an attractive, colorful brochure which concisely states important information explaining the scholarship. It may contain such items as the purpose of the scholarship, a brief statement on the origin and administration of the scholarship fund, applicant qualifications, the amount of the scholarship, how to apply, where to obtain additional information, where to make contributions to the scholarship fund etc.).

(5). deciding on recipients of the scholarship based on objective criteria.

(6). publicizing and promoting the scholarship including reports in the church newsletter, bulletin, and local newspapers serving Morgan County and Eastern Kentucky families. An attractive scholarship plaque may be prepared to hang inside the church building where it will be visible to the church membership and visitors. On this plaque, perhaps on small rectangles of bronze, would be engraved the name of each scholarship recipient, the year(s) each had the scholarship and the college or university attended.

2. The responsibilities of the Secretary-Treasurer of the MANN-HURLEY Scholarship Committee include:

- a. depositing contributions into the MANN-HURLEY Scholarship fund upon receipt;
- b. assuring that "thank-you" letters are promptly sent to contributors with a copy to Opal H. Mann and/or Patricia M. Ganter;
- c. keeping a record of the name and address of each contributor, the amount contributed to the scholarship fund and the date of the contribution.
- d. maintaining the scholarship account;
- e. re-investing the scholarship funds as necessary to assure the highest interest rates available will be received;
- f. writing checks to be awarded scholarship recipients;
- g. taking minutes at committee meetings and distributing minutes to members;

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2. The responsibilities of the Secretary-Treasurer (continued)

h. Keeping a written account of committee business and actions, including names and addresses of scholarship recipients, a follow-up report of recipient's status, and financial statements for each calendar year; and

i. other secretarial-treasurer responsibilities as designated by the committee chairperson.

C. CONDUCTING COMMITTEE BUSINESS

The business of the scholarship committee will be conducted by consensus of the members, if possible.

In the event consensus cannot be reached by the scholarship committee (on business matters or other decisions affecting the scholarship funds, including choosing the scholarship recipient), and a vote of the committee becomes necessary, the voting power of the committee representation will be as follows:

1. Christian Church representation to equal 40% of the vote;
2. MANN-HURLEY representation to equal 50% of the vote; and
3. County Extension representation to equal 10% of the vote.

Each of the above representations have one vote. When a vote becomes necessary the members of each representation are responsible for deciding how their vote will be cast. Each representation must vote. Members may give consensus or vote by letter or phone (including use of a conference call) in the event it is not possible to be present at a group meeting of the committee. However, A verbal vote by phone is to be followed-up immediately by written confirmation of that vote.

Any change in the MANN-HURLEY Scholarship regulations require consensus of the total committee membership or a vote of the committee with all the representations voting, as described above.

IV. SELECTING SCHOLARSHIP RECIPIENTS AND AWARDING SCHOLARSHIPS

Scholarship recipients will be selected by the scholarship committee using agreed upon objective guidelines in making the selection.

A. SELECTION GUIDELINES

The guidelines for selecting scholarship recipients are to include such items as:

1. financial need of applicant and aspiration for college education and financial assistance;
2. applicant's qualifications for meeting entrance requirements of the college or institution where she is enrolling, including academic standing requirements;

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A. SELECTION GUIDELINES (continued)

3. desirable qualities of the applicant to be considered such as:
 - . leadership,
 - . dependability,
 - . honesty,
 - . morality,
 - . interest, endurance, and determination in reaching goals,
 - . academic standing, and
 - . demonstrated ability to relate well to others.

B. OBTAINING INFORMATION

Information for assessing qualifications of scholarship applicants include the following sources:

1. a written application submitted on a standard form provided by the scholarship committee, and containing a picture of the applicant where possible;
2. letters of recommendation (including 3 letters from former teachers);
3. a copy of the applicant's high school transcript and/or college transcript of grades , as applicable, or other reliable record of her academic standing;
4. personal interview of applicants when the committee deems it necessary;
5. the entrance requirements of the college where the applicant is planning to use the scholarship; and
6. other sources of information as needed and as designated by the committee.

C. AWARDING THE SCHOLARSHIP

1. Whenever possible, the scholarship recipient will be announced in a public program such as high school graduation. A special plaque or certificate will be awarded to the recipient, containing the name of the recipient, name of the scholarship, and appropriate descriptive words about the scholarship origins and its administration by the church. This information should include the reason for the scholarship's creation in the name of Arnold Curtis Mann and Lourainey Hurley, as well as the qualities of the recipient which merited the scholarship award.
2. The check for the scholarship will be mailed directly to the college or institution where the recipient is enrolled for application toward tuition or registration costs. Half of the scholarship awarded will be available the first semester. If the recipient continues to meet qualifications for the scholarship, the other half will be awarded the second semester.
3. Even though the scholarship recipient is verbally informed that she has been chosen to receive the scholarship she must be informed in writing. In addition to congratulating her that she has been chosen as the scholarship recipient, the letter from the scholarship committee is to include an explanation of the following:
 - a. The method of awarding half of the scholarship money the first semester and the other half the second semester and that the committee will mail the money directly to the college to contribute toward her tuition or registration costs;

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C. AWARDING THE SCHOLARSHIP (continued)

- b. That she must attain at least a "C" (2.0 on a 4.0 scale) grade average the first semester and continue to meet the other scholarship qualifications, such as financial need and college eligibility, in order to qualify for receiving the second semester half of the scholarship money;
- c. That it is the responsibility of the recipient to inform the scholarship committee of her college enrollment costs, the date they are due, the correct name and address for writing and mailing the scholarship check to the college, and of any change in her address that she may be informed of the amount of the scholarship check and the date it is mailed to the college, and.
- d. That while the recipient is receiving scholarship funds she is to make a written or verbal report at least once each semester to the scholarship committee concerning the value of the scholarship and the success of her studies.

D. DISQUALIFICATIONS AND ALTERNATIVES

- 1. In the event the chosen scholarship recipient does not attend college as planned, or is disqualified for other reasons, another qualified applicant will be chosen by the committee and awarded the scholarship. If no qualified person has applied or it is not possible to select another applicant due to time or other factors, the funds will remain in the scholarship account. The scholarship committee may choose to add these funds to the principal, or award an additional scholarship the following academic year.
- 2. In case of dissolution of the Christian Church, West Liberty, Kentucky or its failure to administer the scholarship in accordance with the agreement between the church representatives and the Mann-Hurley representatives or if qualified students cannot be located for three consecutive years who are in need of the scholarship, the scholarship funds and any related account(s) shall revert to the persons who established the scholarship fund (Opal H. Mann and Patricia M. Ganter or their designee) to be continued as a scholarship fund, administered by another church, a college, university, or a tax exempt foundation.
- 3. It is the intent of Opal H. Mann and Patricia M. Ganter to reserve these funds only for the MANN-HURLEY Scholarship awards as outlined in this agreement.

V. AGREEMENT

We, the following parties, agree to work cooperatively in establishing and administering the MANN-HURLEY Scholarship fund through the Christian Church, West Liberty, Kentucky, as outlined in the preceding "MANN-HURLEY" Scholarship Regulations.

<i>Steve Bliffen</i>	<i>4-10-89</i>	<i>Opal H. Mann</i>	<i>3/25/89</i>
Steve Bliffen, Pastor, Christian Church, West Liberty, KY 41472	Date	Opal H. Mann 9200 Dewberry Lane College Park, MD 20740	Date
<i>Stanley Franklin</i>	<i>4/10/89</i>	<i>Patricia M. Ganter</i>	<i>3/25/89</i>
Chairperson, Board of Officers, Christian Church, West Liberty, KY. 41472	Date	Patricia M. Ganter 604 Riverview Drive Franklin, TN. 37064	Date